

**MINUTES
SOUTH BURNT STORE STREET & DRAINAGE
MUNICIPAL BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, OCTOBER 22, 2025**

**10:34 a.m. – 11:52 a.m.
Punta Gorda Library
401 Shreve Street, Punta Gorda, Florida**

Members Present: Dave Evans, Chair
Sandra Funk, Vice Chair
Elisabeth Geltz
Dr. Mary-Ellen Kiss

Members Absent: None

County Staff: Erica Hayes, Community Liaison
James Layport, Projects Manager

Guests: None

Call to Order / Roll Call:

The meeting was called to order at 10:34 a.m. A roll call was taken, and a quorum was established.

Changes to the Agenda / Motion to Approve Changes:

None

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of the Minutes:

The August 13, minutes were unanimously approved with corrections noted.

Unfinished Business:

- a. Burnt Store Road & Vincent Avenue: Discussion centered on the stalled progress between Charlotte County and Lee County concerning Vincent Avenue. Charlotte County residents expressed frustration that Lee County continues to refuse paving their half of the road. Section 22 residents had previously contributed financially but have now rejected further participation. The group discussed possible advocacy through the Sheriff's Office and state representatives to pressure for action.
- b. Fiscal Year (FY) 24 Paving Program: Affirmation was provided that paving has been completed. The group noted that reflectors were installed along the full length of Vincent Avenue. Mr. Layport explained the rejuvenation process and stated that it is planned for next year, most likely sometime between February and April.
- c. Cape Horn Boulevard Speed Concerns: Persistent speeding issues were discussed, with previous requests for traffic calming measures (speed bumps, digital speed signs, and stop signs) being denied by the County Attorney. Members agreed to resubmit (document attached) a request for digital speed signage and explore the possibility of new stop signs at specific intersections.
- d. Turn Radius – Cape Horn Blvd: Mr. Layport provided an update that this project will be incorporated into the paving work, and he is currently awaiting a quote for the required alterations. Once received, he will share the quote with the group. The group requested

that the curb and turn radius be striped in yellow to help prevent vehicles from striking the curb.

New Business:

- a. Financial Reports: The FY25 Quarter 3 actual expenditure and activity maintenance reports were provided for review, along with the Adopted FY26 budget.
- b. Future Sidewalks: The attached POA (Property Owners Association) survey was provided for discussion.
- c. Roundabout Repairs: Discussion focused on repairs to the Peppercorn and Saragossa roundabouts. Asphalt levels are now higher than concrete sections, leading to drainage issues. It was suggested that CCU (Charlotte County Utilities) or M&O (Maintenance and Operations) may be responsible for repairs.
- d. Gopher Tortoise Signage: Locations were provided for replacement signage and areas where signage is needed. Staff will follow up with the Natural Resources department and provide locations for review.

Citizen Input on MSBU items (3 Minute Limit):

None

Advisory Board Open Discussion:

- The Board discussed damaged sidewalks and will follow up with CCU (Charlotte County Utilities).
- Overgrown landscaping and visibility problems on occupied lots at intersections (particularly near Peppercorn and Cape Horn) were noted. Members were encouraged to file code enforcement complaints when visibility is obstructed.
- The pipe conditions assessment with pipe locations was requested.

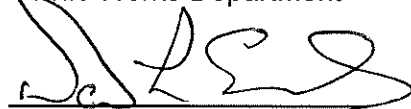
Schedule Meetings / Items for Next Agenda:

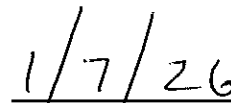
Future meetings are tentatively scheduled at 10:30 a.m., as follows:

- Wednesday, January 7, 2026
- Wednesday, April 8, 2026
- Wednesday, September 23, 2026
- Wednesday, December 16, 2026

The meeting adjourned at 11:52 a.m.

Submitted by Erica Hayes
Public Works Department


Chair Signature


Date

AGENDA
SOUTH BURNT STORE STREET & DRAINAGE
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING
WEDNESDAY, OCTOBER 22, 2025

10:30 a.m., Punta Gorda Library
401 Shreve Street, Punta Gorda, Florida

BOARD MEMBERS: Dave Evans, Chair
Sandra Funk, Vice-Chair
Elisabeth Geltz
Dr. Mary-Ellen Kiss

COUNTY STAFF: Erica Hayes, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Approval of Minutes: August 13, 2025
5. Unfinished Business:
 - a. Burnt Store Road & Vincent Avenue
 - b. FY24 Paving Program
 - c. Speed Concerns – Cape Horn Blvd.
 - d. Turn Radius – Cape Horn Blvd. at Burnt Store Rd.
6. New Business:
 - a. Financial Reports
 - b. Future Sidewalks
 - c. Roundabout Repairs
 - d. Gopher Tortoise Signage
7. Citizen Input on MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

South Burnt Store Street and Drainage MSBU

Fund Financial Report
Oct. 1, 2024 - June 30, 2025

	Actual FY2024	Adopted Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
Beginning Balance	\$3,821,104	\$4,376,048	\$4,447,303		
Revenues					
Assessments & Earnings	885,740	659,380	710,955		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	2,668,000	1,967,000		
Total Revenue	\$885,740	\$3,327,380	\$2,677,955		
Expenditures					
Contract Services	20,000	7,500	18,375	-	(10,875)
Pipe Lining	-	20,000	-	-	20,000
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Speciality Mowing	-	-	-	-	-
Public Works Services	198,333	205,988	23,396	-	182,592
Internal Charges	1,194	6,243	6,243	-	-
Purchased Services	19,433	19,389	14,471	-	4,918
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	632,124	15,025	-	617,099
Project Costs					
South Burnt Store Paving FY24	20,582	6,032,950	1,674,279	3,959,593	399,078
Total Expenditures	\$259,542	\$6,924,194	\$1,751,789	\$3,959,593	\$1,212,812
Reserves (Ending Fund Balance)	\$4,447,303	\$779,234	\$5,373,468		
Reserve %	94.5%	10.1%	75.4%		

Date Prepared: 8/1/2025

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	93132	Asphalt Maintenance		04/30/2025	0.00	0.00	51.03	0.00	0.00		51.03
	Work Order 93132 Total		VELLUM CIR, PUNTA GORDA, FL, 33955		0.00	0.00	51.03	0.00	0.00	0.25	51.03
	Asphalt Maintenance Total										
	104860	Contracted Work		05/05/2025	1.00	86.41	0.00	4.16	0.00	0.25	90.57
	Contract Inspection Total										
	104860	Contracted Work		05/05/2025	1.00	86.41	0.00	4.16	0.00		90.57
	Contract Management Total										
					0.50	43.21	0.00	0.00	0.00		43.21
					0.50	43.21	0.00	0.00	0.00		43.21
					1.50	129.62	0.00	4.16	0.00	0.00	133.78
#22-547	FY23 Stormwater Collection System Rehab										
	107809	Contracted Work		05/22/2025	0.25	21.60	0.00	0.00	0.00		21.60
	107809	Contracted Work		05/27/2025	0.50	43.21	0.00	0.00	0.00		43.21
	Contract Management Total										
					0.75	64.81	0.00	0.00	0.00		64.81
					0.75	64.81	0.00	0.00	0.00	0.00	64.81
#23-603	Concrete Flatwork										
	Contracted Work Total										
					2.25	194.42	0.00	4.16	0.00	0.00	198.59
	106584	Drainage Maintenance - Swale Grading		06/20/2025	15.00	1,083.70	0.00	1,035.70	0.00		2,119.40
	Work Order 106584 Total		24069 CEDAR RAPIDS RD, PUNTA GORDA, FL, 33955		15.00	1,083.70	0.00	1,035.70	0.00	1,030.00	2,119.40
	Drainage Maintenance - Swale Grading Total										
					15.00	1,083.70	0.00	1,035.70	0.00	1,030.00	2,119.40
	97221	GIS Update		04/01/2025	0.25	18.48	0.00	0.00	0.00		18.48

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	24130 PYRAMID WAY, PUNTA GORDA, FL, 33955										
	Work Order 97221 Total										
	107681	GIS Update		05/22/2025	0.25	18.48	0.00	0.00	0.00	2.00	18.48
	24238 BALEARIC LN, PUNTA GORDA, FL										
	Work Order 107681 Total										
	107890	GIS Update		05/23/2025	0.50	36.95	0.00	0.00	0.00		36.95
	Work Order 107890 Total										
	GIS Update Total										
	101493	Investigation		05/15/2025	1.50	113.61	0.00	6.24	0.00	5.00	119.85
	24069 CEDAR RAPIDS RD, PUNTA GORDA, FL										
	Work Order 101493 Total										
	101957	Investigation		05/15/2025	0.50	37.87	0.00	2.08	0.00	1.00	39.95
	17157 MINT LN, PUNTA GORDA, FL										
	Work Order 101957 Total										
	104931	Investigation		05/02/2025	0.50	39.90	0.00	2.08	0.00		41.98
	24340 RIO TOGAS RD, PUNTA GORDA, FL, 33955										
	Work Order 104931 Total										
	Investigation Total										
	72744	MSBU Administrative Work		06/25/2025	2.75	203.23	0.00	0.00	0.00	3.00	203.23
	MSBU Meeting Total										
	72744	MSBU Administrative Work		05/06/2025	0.50	36.95	0.00	0.00	0.00		36.95

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	72744	MSBU Administrative Work		05/16/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72744	MSBU Administrative Work		05/19/2025	0.25	18.48	0.00	0.00	0.00		18.48
	72744	MSBU Administrative Work		05/27/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72744	MSBU Administrative Work		05/30/2025	0.25	18.48	0.00	0.00	0.00		18.48
	72744	MSBU Administrative Work		06/16/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72744	MSBU Administrative Work		06/17/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72744	MSBU Administrative Work		06/19/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72744	MSBU Administrative Work		06/24/2025	2.00	147.80	0.00	0.00	0.00		147.80
	72744	MSBU Administrative Work		06/25/2025	1.50	110.85	0.00	0.00	0.00		110.85
	72744	MSBU Administrative Work		06/26/2025	0.50	36.95	0.00	0.00	0.00		36.95
Administrative Time Total											
Work Order 72744 Total					8.00	591.20	0.00	0.00	0.00	0.00	591.22
					10.75	794.43	0.00	0.00	0.00	0.00	794.45
MSBU Administrative Work Total											
					10.75	794.43	0.00	0.00	0.00	0.00	794.45
17107		Project Management		04/11/2025	3.00	259.23	0.00	0.00	0.00		259.23
17107		Project Management		05/21/2025	10.50	795.27	0.00	43.68	0.00		838.95
17107		Project Management		05/22/2025	10.75	814.20	0.00	44.72	0.00		858.93
17107		Project Management		05/23/2025	11.75	921.95	0.00	36.40	0.00		958.36
17107		Project Management		06/19/2025	2.00	172.82	0.00	0.00	0.00		172.82
17107		Project Management		06/20/2025	2.00	172.82	0.00	0.00	0.00		172.82
17107		Project Management		06/26/2025	3.00	259.23	0.00	0.00	0.00		259.23
17107		Project Management		06/27/2025	3.00	259.23	0.00	0.00	0.00		259.23

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	17107	Project Management		04/08/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		04/10/2025	4.00	345.64	0.00	16.64	0.00		362.28
	17107	Project Management		04/17/2025	4.00	345.64	0.00	16.64	0.00		362.28
	17107	Project Management		04/18/2025	3.00	259.23	0.00	12.48	0.00		271.71
	17107	Project Management		04/24/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		04/25/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		04/30/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		05/01/2025	4.00	345.64	0.00	16.64	0.00		362.28
	17107	Project Management		05/20/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		05/22/2025	4.00	345.64	0.00	16.64	0.00		362.28
	17107	Project Management		05/28/2025	2.00	172.82	0.00	8.32	0.00		181.14
	17107	Project Management		05/30/2025	3.00	259.23	0.00	12.48	0.00		271.71
				Site Visits Total		33.99	2,937.93	0.00	141.43	0.00	3,079.38
	17107	Project Management		04/01/2025	10.25	776.33	0.00	42.64	0.00		818.98
	17107	Project Management		04/17/2025	7.25	549.11	0.00	30.16	0.00		579.28
	17107	Project Management		04/18/2025	6.75	511.24	0.00	28.08	0.00		539.33
	17107	Project Management		04/21/2025	12.50	946.75	0.00	52.00	0.00		998.75
	17107	Project Management		04/22/2025	12.00	908.88	0.00	49.92	0.00		958.80
	17107	Project Management		04/23/2025	10.25	776.33	0.00	42.64	0.00		818.98
	17107	Project Management		04/24/2025	11.25	852.07	0.00	46.80	0.00		898.88
	17107	Project Management		04/25/2025	10.00	757.40	0.00	41.60	0.00		799.00
	17107	Project Management		04/28/2025	12.50	946.75	0.00	52.00	0.00		998.75
	17107	Project Management		04/29/2025	9.50	719.53	0.00	39.52	0.00		759.05

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	17107	Project Management		04/30/2025	10.00	757.40	0.00	41.60	0.00		799.00
	17107	Project Management		05/01/2025	12.00	908.88	0.00	49.92	0.00		958.80
	17107	Project Management		05/02/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/05/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/06/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/07/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/08/2025	10.75	814.20	0.00	44.72	0.00		858.93
	17107	Project Management		05/09/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		05/12/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		05/13/2025	11.25	852.07	0.00	46.80	0.00		898.88
	17107	Project Management		05/14/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/15/2025	10.75	814.20	0.00	44.72	0.00		858.93
	17107	Project Management		05/16/2025	11.50	871.01	0.00	47.84	0.00		918.85
	17107	Project Management		05/19/2025	12.00	908.88	0.00	49.92	0.00		958.80
	17107	Project Management		05/20/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/27/2025	10.25	776.33	0.00	42.64	0.00		818.98
	17107	Project Management		05/28/2025	10.50	795.27	0.00	43.68	0.00		838.95
	17107	Project Management		05/29/2025	10.25	776.33	0.00	42.64	0.00		818.98
	17107	Project Management		05/30/2025	9.75	738.46	0.00	40.56	0.00		779.03
	17107	Project Management		06/02/2025	5.00	378.70	0.00	20.80	0.00		399.50
	17107	Project Management		06/03/2025	10.25	776.33	0.00	42.64	0.00		818.98
	17107	Project Management		06/04/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		06/05/2025	12.00	908.88	0.00	49.92	0.00		958.80

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	17107	Project Management		06/06/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		06/10/2025	3.00	227.22	0.00	12.48	0.00		239.70
	17107	Project Management		06/20/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		06/25/2025	8.00	605.92	0.00	33.28	0.00		639.20
	17107	Project Management		06/26/2025	3.00	227.22	0.00	12.48	0.00		239.70
	17107	Project Management		06/30/2025	8.25	624.85	0.00	34.32	0.00		659.18
Project Inspection Total											
		Work Order 17107 Total			373.73	28,307.81	0.00	1,554.78	0.00		29,862.66
		Work Order 17107 Total			453.72	34,900.50	0.00	1,821.01	0.00	0.00	36,721.60
cmr2209 - South Burnt Store Paving											
		Project Management Total			453.72	34,900.50	0.00	1,821.01	0.00	0.00	36,721.60
	102217	Sign Inspection		04/21/2025	4.25	275.32	0.00	22.06	0.00		297.37
	102217	Sign Inspection		04/22/2025	0.25	16.20	0.00	0.00	0.00		16.20
		Work Order 102217 Total			4.50	291.51	0.00	22.06	0.00	508.00	313.57
		Sign Inspection Total			4.50	291.51	0.00	22.06	0.00	508.00	313.57
	102124	Sign Maintenance		04/21/2025	2.25	145.76	0.00	11.68	0.00		157.43
	102124	Sign Maintenance		04/22/2025	0.25	16.20	224.95	0.00	0.00		241.14
		Work Order 102124 Total	17391 MALARKY LN, CHARLOTTE COUNTY, FL, 33955		2.50	161.95	224.95	11.68	0.00	8.00	398.57
	102136	Sign Maintenance		04/21/2025	0.75	48.59	0.00	3.89	0.00		52.48

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	102136	Sign Maintenance		04/22/2025	0.25	16.20	0.00	0.00	0.00		16.20
	Work Order 102136 Total										
			23895 VINCENT AVE, CHARLOTTE COUNTY, FL, 33955		1.00	64.78	0.00	3.89	0.00	2.00	68.68
	Sign Maintenance Total										
	91116	Small Pipe Install (Pipes 31" And Under)		05/09/2025	12.00	875.78	0.00	44.75	0.00	10.00	920.53
	91116	Small Pipe Install (Pipes 31" And Under)		05/22/2025	0.00	0.00	396.00	0.00	0.00		396.00
	Work Order 91116 Total										
			24130 PYRAMID WAY, PUNTA GORDA, FL, 33955		12.00	875.78	396.00	44.75	0.00	51.00	1,316.53
	107031	Small Pipe Install (Pipes 31" And Under)		05/21/2025	50.00	3,413.40	1,751.47	1,163.40	0.00		6,328.27
	Work Order 107031 Total										
			24238 Balearic Lane		50.00	3,413.40	1,751.47	1,163.40	0.00	24.00	6,328.27
	Small Pipe Install (Pipes 31" And Under) Total										
	98830	Stormwater Design		04/28/2025	29.00	2,071.46	0.00	227.64	98.99		2,398.09
	98830	Stormwater Design		05/06/2025	1.50	139.86	0.00	0.00	0.00		139.86
	Work Order 98830 Total										
			Burnt Store Area		30.50	2,211.32	0.00	227.64	98.99	0.00	2,537.95
	Stormwater Design Total										
	107063	Support (Post) Maintenance		05/19/2025	1.50	97.17	0.00	7.79	0.00		104.96
	107063	Support (Post) Maintenance		05/22/2025	0.25	16.20	51.82	0.00	0.00		68.02
	107063	Support (Post) Maintenance		05/23/2025	0.25	16.20	0.00	0.00	0.00		16.20

Monthly Funding Report

START
DATE:

04/01/2025

END DATE:

06/30/2025

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South Burnt Store Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	107063	Support (Post) Maintenance		05/27/2025	0.25	16.20	0.00	0.00	0.00		16.20
	Work Order 107063 Total		16801 ACAPULCO RD, CHARLOTTE COUNTY, FL, 33955		2.25	145.76	51.82	7.79	0.00	2.00	205.38
	Support (Post) Maintenance Total										
	96503	Vacuum Culvert Cleaning		04/07/2025	3.00	208.02	0.00	68.82	0.00		276.84
	Work Order 96503 Total		422331357003, 24069 CEDAR RAPIDS RD, PUNTA GORDA, FL		3.00	208.02	0.00	68.82	0.00	3.00	276.84
	97304	Vacuum Culvert Cleaning		04/17/2025	3.00	208.02	0.00	68.82	0.00		276.84
	Work Order 97304 Total		24368 BELIZE CT, PUNTA GORDA, FL, 33955		3.00	208.02	0.00	68.82	0.00	1.00	276.84
	109668	Vacuum Culvert Cleaning		06/30/2025	4.00	287.81	0.00	72.98	0.00		360.79
	Work Order 109668 Total		16243 Cayman Lane		4.00	287.81	0.00	72.98	0.00	1.00	360.79
	Vacuum Culvert Cleaning Total										
					10.00	703.85	0.00	210.62	0.00	5.00	914.47
	South Burnt Store Street and Drainage Unit Total										
					597.97	45,106.66	2,475.28	4,563.09	98.99		52,244.18

Monthly Funding Report

START
DATE:

04/01/2025

END DATE:

06/30/2025

Page 9 of 9

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Grand totals for all MSBUs reported											
					597.97	45,106.66	2,475.28	4,563.09	98.99		52,244.18

South Burnt Store Street and Drainage MSBU

2 Year Budget
FY2026 & FY2027

Estimated ERU's and Cost per ERU

Vacant and Occupied	FY2026	FY2027
<i>Estimated ERU's</i>	2,246.190	2,246.190
<i>Cost per ERU</i>	\$ 297.83	\$ 297.83
 Current FY25 Rate	\$ 297.83	
Current Maximum Rate	\$ 297.83	

Beginning Balance

Revenues

	Adopted Budget FY2026	Approved Budget FY2027
Assessments & Earnings		
<i>Assessments</i>	668,983	668,983
<i>Interest</i>	24,002	2,835
<i>Less 5% Reserve - FS 129.01(2)b</i>	(34,650)	(33,591)
Grant & Subsidy Revenue		
Loans & Borrowing		
<i>Debt Proceeds</i>	-	-
Total Revenue	\$ 658,335	\$ 638,227

Expenditures

Contract Services		
<i>Engineering</i>	-	-
<i>Other Contractual Svcs</i>	-	-
<i>Concrete Flatwork</i>	20,000	20,000
<i>Drainage</i>	-	-
<i>Street Sweeping</i>	-	-
<i>Installed Sod</i>	-	-
<i>Paving</i>	-	-

	Adopted Budget FY2026	Approved Budget FY2027
Contract Services; other		
<i>Pipe Lining</i>	30,000	30,000
<i>Right of Way Maint</i>	-	-
<i>ROW Reclamation</i>	-	-
<i>Specialty Mowing</i>	-	-
Public Works Services		
<i>Equip Repl Charges-PubWrks</i>	11,645	14,941
<i>Operating Exp-PubWrks</i>	84,592	106,517
<i>Road & Bridge Materials</i>	13,436	21,805
<i>Lighting Materials</i>	-	-
<i>Sign Materials</i>	-	-
Internal Charges		
<i>Central/Indirect Srvs</i>	5,594	5,874
Purchased Services		
<i>Postage-MSBU Notices</i>	-	-
<i>Personal Srvs-InterDept</i>	-	-
<i>Postage</i>	-	-
<i>Utility Service-Electricity</i>	-	-
<i>Utility Service-Water/Sewer</i>	500	500
<i>Utility Service-Traffic Signals/Lights</i>	4,500	4,500
<i>R/M-Imprv Other than Bldgs</i>	-	-
<i>Advertising-Legal</i>	-	-
<i>Fees-Landfill</i>	2,000	2,000
<i>Collection Fee-Tax Collector</i>	13,380	13,380
Materials and Supplies		
Capital Outlay		
<i>Imprv-Other Than Bldgs</i>	-	-
Debt Services		
<i>Principal</i>	394,000	394,000
<i>Interest</i>	80,546	61,858
<i>Other Debt Service Costs</i>	-	-
Project Costs		
<i>South Burnt Store Paving Program</i>		
<i>Paving</i>	5,617,139	-
<i>Rejuvenation</i>	354,000	-
<i>Labor</i>	74,932	-
Total Expenditures	6,706,264	675,375
Reserves (Ending Fund Balance)	\$ 809,760	\$ 772,612
<i>Reserve %</i>	10.8%	53.4%

Version Date

9/24/2025

Budget Report

South Burnt Store Street and Drainage Unit

Budget Year: 2026

Activity Description: All

	Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost	Total
ADA Mat	2	MATS	\$242.37	\$126.58	\$8.65		\$377.60
Brush Cutting	125	CY	\$134.54		\$24.59		\$159.14
Camera/Video	5	PIPES	\$3,067.60		\$1,182.60		\$4,250.20
Concrete (Sidewalk) Repair/Replace	200	SF	\$2,908.40	\$2,634.02	\$469.60		\$6,012.02
Concrete Catch Basin Repair	2	REPAIRS	\$1,454.20	\$121.63	\$161.80		\$1,737.63
Data Collection	50	CT	\$1,579.40		\$47.50		\$1,626.90
Drainage Maintenance - Swale Grading	3,000	SF	\$2,544.34	\$1,643.45	\$411.09		\$4,598.88
Drainage Maintenance Re-grading	300	SF	\$176.06	\$0.44	\$28.78		\$205.28
Fuel Work	4	EQUIPMENT	\$302.28		\$90.64		\$392.92
GIS Update	50	CT	\$1,316.17				\$1,316.17
Investigation	10	INSPECTIONS	\$808.10		\$47.50		\$855.60
Large Pipe Install (Pipes 31" And Up)	1	LF	\$74.21	\$142.20	\$29.09		\$245.49
MSBU Administrative Work	120	HOURS	\$9,476.40		\$499.20		\$9,975.60
Pavement Markings	100	MARKINGS	\$5,808.20	\$565.10	\$1,017.80		\$7,391.10
Project Management	4	LABOR	\$375.03				\$375.03
ROW - Vegetation Management	200	STRUCTURES	\$465.67	\$6.53	\$119.13		\$591.33
ROW Watering	6,000	GALLONS	\$1,480.20		\$196.40		\$1,676.60
Sign Fabrication	20	SIGNS	\$441.26	\$664.41	\$19.54		\$1,125.21
Sign Inspection	1,500	SIGNS	\$5,633.06		\$791.94		\$6,425.00
Sign Installation	5	SIGNS	\$174.63	\$82.77	\$24.55		\$281.95
Sign Maintenance	300	SIGNS	\$10,477.50	\$4,731.00	\$1,473.00		\$16,681.50
Small Pipe Install (Pipes 31" And Under)	32	LF	\$2,194.30	\$2,181.52	\$294.30		\$4,670.12
Standard Cuts	300	SF	\$2,194.30	\$218.30	\$294.30		\$2,706.90

Budget Report

Activity Description: All South Burnt Store Street and Drainage Unit

Budget Year: 2026

		Budget Details					
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost	Total
Street Light Repair	126	LIGHTS	\$26,887.35		\$3,287.55		\$30,174.90
Support (Post) Maintenance	50	POSTS	\$873.13	\$317.39	\$122.75		\$1,313.26
Transport	2	TRIP	\$526.47		\$84.87		\$611.33
Vacuum Culvert Cleaning	20	CULVERTS	\$2,976.40		\$917.60		\$3,894.00
South Burnt Store Street and Drainage Unit Total			\$84,591.56	\$13,435.34	\$11,644.76		\$109,671.66

Budget Report

South Burnt Store Street and Drainage Unit

Budget Year: 2027

Activity Description: All

Budget Details							Contractor Cost	Total
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost			
ADA Mat	2	MATS	\$242.37	\$132.91	\$8.65			\$383.93
Asphalt Driveway - Maintenance	1	TONS	\$482.13	\$135.14	\$68.98			\$686.26
Brush Cutting	125	CY	\$134.54		\$24.59			\$159.14
Camera/Video	5	PIPES	\$3,067.60		\$1,182.60			\$4,250.20
Concrete (Catch Basins)	1	CATCH BASINS	\$2,950.00	\$445.77	\$404.20			\$3,799.97
Concrete (Sidewalk) Repair/Replace	200	SF	\$2,908.40	\$2,765.72	\$469.60			\$6,143.72
Concrete Catch Basin Repair	2	REPAIRS	\$1,454.20	\$127.71	\$161.80			\$1,743.71
Data Collection	50	CT	\$1,579.40		\$47.50			\$1,626.90
Drainage Maintenance - Swale Grading	15,000	SF	\$12,721.71	\$8,627.74	\$2,055.43			\$23,404.89
Drainage Maintenance Re-grading	1,500	SF	\$880.32	\$2.29	\$143.88			\$1,026.49
Fuel Work	6	EQUIPMENT	\$453.42		\$135.96			\$589.38
GIS Update	50	CT	\$1,316.17					\$1,316.17
Investigation	10	INSPECTIONS	\$808.10		\$47.50			\$855.60
Large Pipe Install (Pipes 31" And Up)	1	LF	\$74.21	\$149.31	\$29.09			\$252.60
MSBU Administrative Work	120	HOURS	\$9,476.40		\$499.20			\$9,975.60
Pavement Markings	100	MARKINGS	\$5,808.20	\$593.34	\$1,017.80			\$7,419.34
Project Management	4	LABOR	\$375.03					\$375.03
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$10.29	\$178.70			\$887.49
ROW Watering	30,000	GALLONS	\$7,401.00		\$982.00			\$8,383.00
Sign Fabrication	25	SIGNS	\$551.57	\$872.04	\$24.43			\$1,448.04
Sign Inspection	1,800	SIGNS	\$6,759.68		\$950.32			\$7,710.00
Sign Installation	7	SIGNS	\$244.48	\$121.68	\$34.37			\$400.52
Sign Maintenance	300	SIGNS	\$10,477.50	\$4,967.55	\$1,473.00			\$16,918.05

Budget Report

Activity Description: All South Burnt Store Street and Drainage Unit
Budget Year: 2027

	Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost	Total
Small Pipe Install (Pipes 31" And Under)	32	LF	\$2,194.30	\$2,290.59	\$294.30		\$4,779.19
Standard Cuts	300	SF	\$2,194.30	\$229.20	\$294.30		\$2,717.80
Street Light Repair	126	LIGHTS	\$26,887.35		\$3,287.55		\$30,174.90
Support (Post) Maintenance	50	POSTS	\$873.13	\$333.26	\$122.75		\$1,329.14
Transport	2	TRIP	\$526.47		\$84.87		\$611.33
Vacuum Culvert Cleaning	20	CULVERTS	\$2,976.40		\$917.60		\$3,894.00
South Burnt Store Street and Drainage Unit Total			\$106,516.87	\$21,804.55	\$14,940.97		\$143,262.39

Capital Maintenance Schedule
Public Works - MSBU/TU Paving
2026-2027

Costs (in thousands)

Project Title	2026	2027	2028	2029	2030	2031	TOTAL
Burnt Store Village/Woodland Estates	28	6	5	5	4	3	50
Englewood East Paving Program FY25	10,222	206	195	182	170	156	11,131
Englewood East Paving Program FY26	12,300	1,354	569	537	503	468	15,731
Englewood East Paving Program FY27	-	16,588	1,709	768	724	679	20,468
Gardens of Gulf Cove Paving Program	3,024	307	140	132	124	115	3,843
Greater Port Charlotte Paving Program	4,717	-	-	-	-	-	4,717
Greater Port Charlotte Paving Program FY26	1,800	-	-	-	-	-	1,800
Greater Port Charlotte Paving Program FY27	-	4,911	-	-	-	-	4,911
Greater Port Charlotte Paving Program FY28	-	-	4,911	-	-	-	4,911
Greater Port Charlotte Paving Program FY29	-	-	-	4,911	-	-	4,911
Greater Port Charlotte Paving Program FY30	-	-	-	-	4,911	-	4,911
Greater Port Charlotte Paving Program FY31	-	-	-	-	-	4,911	4,911
Grove City Paving Program	5,096	486	177	167	157	146	6,229
Lemon Bay Paving Program	3,985	283	265	245	225	205	5,208
Pirate Harbor Paving Program	290	38	35	32	30	27	451
Placida Paving Program	394	100	94	88	82	75	833
Rotonda Meadows and Villas Paving and Mnt Program	-	-	9,303	731	218	205	10,457
Rotonda West Paving Program	18,932	464	438	411	382	351	20,979
South Burnt Store Paving Program	6,127	62	42	22	5	-	6,257
South Gulf Cove Paving Program Phase 2-3 (B)	14,148	1,458	655	618	579	538	17,996
South Gulf Cove Paving Program Phase 4-5 (C)	-	14,713	1,485	681	643	602	18,124
TOTAL	81,062	40,976	20,023	9,530	8,756	8,482	168,830

Adopted CIP 9/23/25

Charlotte County

FY2026 Tentative Meeting Schedule

South Burnt Store S&D

MSBU Advisory Board

- **1/7/2026 –Punta Gorda Library 10:30 AM**
- **4/8/2026- Charlotte Harbor Event Center 10:30 AM**
- **9/23/2026 – Punta Gorda Library 10:30 AM**
- **12/16/2026 – Punta Gorda Library 10:30 AM**

October 22, 2025

Ms. Janette S. Knowlton
Office of the County Attorney
Charlotte County Government
18500 Murdock Circle
Port Charlotte, FL 33948

Re: Digitized Speed Sign, Burnt Store Lakes

Dear Ms. Knowlton:

Prior to hurricane Ian, a digitized speed sign was installed on San Edmundo Road. The sign was purchased and maintained through the South Burnt Store Street and Drainage (SBSSD) MSBU, which is funded through taxes paid by our residents. According to our County liaison, the sign was damaged and subsequently removed by the County after Ian; and would not be replaced because the County Attorney determined that MSBU funds could not be used to purchase or maintain the sign.

Via this communication the members of the SBSSD MSBU Advisory Board request the following:

1. An explanation why MSBU funds cannot be used to support speed signs on our roads since the signs have proven to be valuable traffic calming devices and contribute significantly to the road safety of the community.
2. The return of the sign that was removed or a replacement using funds recovered for damage as a result of Ian by the County from FEMA or other insurance carriers. This includes both the sign itself, as well as the supporting structure. Please note that Burnt Store Lakes is willing to maintain the digitized sign through the Property Owners Association in the future, if MSBU funds cannot be used for this purpose. However, we believe the County is responsible for the cost of replacement of the damaged sign purchased with resident tax dollars.

We appreciate your assistance in resolving these concerns.

Most sincerely,
South Burnt Store Street and Drainage MSBU Advisory Board

David Evans, Chair
Sandra Funk, Vice Chair
Dr. Mary Ellen Kiss
Elizabeth Geltz

BURNT STORE LAKES PROPERTY OWNERS' ASSOCIATION
SIDEWALK FEASIBILITY QUESTIONNAIRE
October 18, 2025

Dear Member:

The Board of Directors of the Burnt Store Lakes Property Owners Association is interested in obtaining your thoughts about installing sidewalks along major roadways within the Burnt Store Lakes Community. Residents indicated that sidewalks along these major thoroughways would increase the safety of walkers and cyclists, provide access to multiple walking/hiking/biking loops within Community, improve access to the Commons Park Area, and provide options for linking to pathways external to the Community, e.g., the multi-use paths along Burnt Store Road.

Funds for sidewalks would be budgeted through the South Burnt Store Street and Drainage (SBSSD) Municipal Services Benefit Unit (MSBU). It is not envisioned that the current rate of \$297.83 would be impacted. This rate was recommended by the MSBU to support the recent repaving project; and the County concurred with this recommendation. The most recent estimate for installing sidewalks along the roadways is approximately \$1 million per mile, which roughly totals \$5,055,680 for the entire project. This includes design and construction costs, which would be completed in phases.

Please understand that this questionnaire is just a first step in the process and will provide guidance to the POA leadership. The streets listed on the questionnaire are currently identified in the 2023-2043 Long Term Vision. It is anticipated that this is a long-term project and will take several years to complete. Sidewalks have already been installed on four major roadways: Vincent Avenue, Rio Togas Road, Saragossa Road, and Cape Horn Boulevard.

Please read the directions for each question/statement presented in the **ATTACHED QUESTIONNAIRE**. This will help the POA establish priorities for the installation of sidewalks. **PLEASE RETURN THE QUESTIONNAIRE IN THE ENCLOSED RETURN ENVELOPE ALONG WITH OTHER VOTING MATERIALS.**

Thank you for taking the time to complete the questionnaire.

Most sincerely,
Burnt Store Lakes Property Owner's Association
Board of Directors

OVER



**BURNT STORE LAKES PROPERTY OWNERS' ASSOCIATION
SIDEWALK FEASIBILITY QUESTIONNAIRE
October 18, 2025**

1. Check ☒ if year-round or seasonal resident: ☐ Year-Round ☐ Seasonal

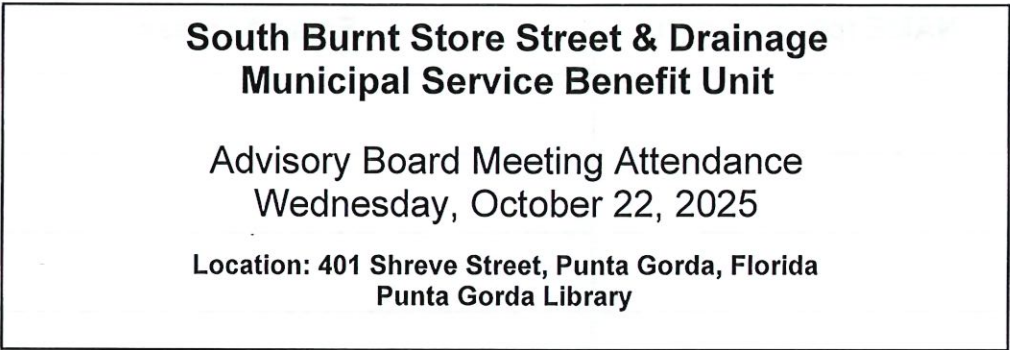
2. Check ☒ your age range:

☐ 25 or younger	☐ 26-35	☐ 36-45
☐ 46-55	☐ 56-65	☐ 66-75
☐ 76 or older		

3. Using a **scale of 1 to 10** with **1** being the lowest and **10** the highest, please rate the following criteria.

- This road needs a sidewalk.
- I would use a sidewalk on this road.
- Property values would increase.
- Safety would improve.

ROADWAY	A SIDEWALK IS NEEDED ON THIS ROADWAY	I WOULD USE THE SIDEWALK	PROPERTY VALUES WOULD INCREASE	SAFETY ON THIS ROAD WOULD IMPROVE	Check. ☒ if you live on this road
PEPPERCORN ROAD					
ACAPULCO ROAD					
SANTA INEZ ROAD					
CABANA ROAD					
SAN EDMUNDO ROAD					
SAN CIPRIAN ROAD					
BOCA VISTA					
CEDAR RAPIDS ROAD					
TRADING POST ROAD					

[illegible]